

# *Willowfield Lavender Farm LLC*

*6176 East Smokey View Road*

*Mooreville, Indiana 46158*

*317-831-7980*

## *Wedding & Reception Rental Contract*

### **Procedures for use of Willowfield Lavender Farm**

#### **Alcohol**

- Alcohol shall be served during the reception only and must be served with the food. If your guests become noticeably intoxicated Willowfield Lavender Farm reserves the right to close the bar at any time.
- All alcohol must be served from one location, by a licensed bar tender. Proof of legal drinking age is required. A self-serve or 'open' bar is not allowed. Keg beer and 'home brew' are not allowed. If we notice unauthorized consumption of alcohol anywhere on the property (e.g., brown bags or a tailgate party) we will close your bar until all alcohol has been given to the bartender to serve.
- No alcohol shall be consumed anywhere on the property without the proper permits. Your Banquet permit must be displayed before the beginning of your event. Even if you are hiring a caterer who is authorized to serve alcohol, your caterer must have a Supplemental Caterers' Permit
- 'Last call' for alcohol shall be 15 minutes before the end of your reception, and then the bar must be closed. All alcohol must be corked and put away.

#### **Music**

- Acoustic guitars, flutes, stringed instruments, harps, lightly amplified electronic organs or pianos, and lightly amplified singing are welcome in our fields. Reasonably amplified music from CDs is also permitted.
- Dancing to reasonably amplified music with or without a DJ is also allowed. We will help set a reasonable sound level. If the volume becomes excessive, we reserve the right to interrupt the electricity.
- 'Last Dance' shall be 10 minutes before the end of your reception, then all music must cease.
- This can be no later than 11:00 p.m.

#### **Clean Up**

- The last hour of your rental is reserved for you to collect your personal belongings and load them into your cars...it is not more party time. The parking area must be empty by midnight. Events that run over time will be charged \$150 per hour.
- If you are catering your own affair, please follow these procedures. We will empty trash cans. All rented tables, chairs and equipment are your responsibility.

#### **Children**

- Well-supervised children are welcome. We do not accept responsibility for the safety of unsupervised children. Please keep all children out of the landscape and lavender plants.
- Children of the wedding party may be in the house for changing clothes only when accompanied by a responsible adult.

Wedding & Reception Contract

Page 2

Your rental includes

- beautiful lavender fields on 6 acres including a 10' by 10' gazebo located in the center of the lavender farm
- 10' by 10' white pop-up tent
- 2 garden pergolas - permanent fixtures
- our residence (full kitchen, 2 bathrooms, bridal changing room)
- along with residence, 4 acres of grounds made up of gardens, pathways and lawns
- residence and barn (lavender shop) both include large covered porches

Your rental does NOT include linens, dishes, platters, bowls, silverware, kitchen utensils etc. Please bring these items with you.

Renter: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Renter: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Address: \_\_\_\_\_ Cell: \_\_\_\_\_  
 E-Mail \_\_\_\_\_

Rental fee for House & Grounds: Two-Hour Minimum Required: \$500.00 (Please add \$250 per each additional hour requested.)

Requested Date(s) \_\_\_\_\_ Hours: From \_\_\_\_\_ to \_\_\_\_\_

Rental Deposit: \$250.00

(Please consider set up, wedding photography, and clean up in the amount of hours requested for rental. Time used for this for your event is time that we cannot rent the farm to others. Also, time for a wedding rehearsal is included in the rental fee; however, this will be limited to one hour and at a time determined by Willowfield. If you would like to have a full rehearsal and dinner at the farm, that will require the \$250/hr fee as well.)

I have read and understand the Procedures for use of Willowfield Lavender Farm and I agree to be responsible for all damage to the facility, fields or equipment (other than normal wear and tear) while the facility is under my control, even if this damage exceeds the amount of the damage deposit. Initials \_\_\_\_\_

In order for the staff of Willowfield Lavender Farm to properly prepare the grounds and house for my celebration, I agree that neither I nor my wedding service providers (e.g., music, rental equipment, etc.) will arrive earlier than the time listed above. Rentals that begin early or run over time will be charged an additional \$150.00 per hour. Initials \_\_\_\_\_

Reservations shall not be guaranteed until payment of the Rental Deposit described herein is received. In the event of cancellation by Renter, the rental deposit shall be forfeited. The Balance of the rental shall be paid one month prior to the rental date and is non-refundable. Initials \_\_\_\_\_

Renter's Name in Full (please print) \_\_\_\_\_

Renter's Signature \_\_\_\_\_ Date: \_\_\_\_\_